

COUNCIL ON HOUSING
Public Session
DelDOT Administration Building
Dover, Delaware
February 8, 2012

Motions

- Approval of January 11, 2012 Minutes.
- Approval of Dunbarton Oaks III request, Resolution No. 442.
- Approval of North Lake Village request, Resolution No. 443.

Important Dates

- February 28 – Strategic Planning meeting.
- February 29 – DSHA Bond Bill hearing.
- April 11 - Council meeting.
- April 13 - Tax Credit applications due.

Norma Zumsteg, Chair, called to order the public session of the Council on Housing at 2:00 p.m. on February 8, 2012. In addition to Ms. Zumsteg, the following Council members were present:

Pat Batchelor	Donna Mitchell
Russ Huxtable	Ralph Peters
Hugh Leahy	Ruth Sokolowski
Connie Louder	Vincent White

Also attending:

Anas Ben Addi, Director, Delaware State Housing Authority (DSHA)
Lynda Blythe, Administrative Specialist III, DSHA
Calvin Bonniwell, Housing Project/Loan Manager, DSHA
Alice Davis, Housing Loan & Construction Manager, DSHA
Susan Eliason, Director of Housing Development
Matthew Heckles, Legislative and Policy Advisor, DSHA
Corinne Todd-Grieve, Housing Project/Loan Manager, DSHA

Guests present:

Maggie Cook-Pleasant, NCALL
Barbara McCleary, Delaware State Office of Management and Budget (OMB)
Gina Miserendino, Delaware Housing Coalition
Larry Trunfio, OMB

APPROVAL OF MINUTES

Ms. Sokolowski moved that the Minutes of January 11, 2012 be approved as written. Mr. Leahy seconded the motion and the Minutes were unanimously approved.

DSHA REPORT

Mr. Ben Addi gave the following report:

DSHA FY2013 State Budget Process

- Four Council members attended the JFC meeting held February 7th. Ms. Zumsteg was thanked for speaking at the meeting.
- The Bond Bill hearing will be held February 29th.

New Pilot Program – Senior Tax Relief

- Created to provide senior citizens tax relief, especially delinquent taxes, in Wilmington, DE, to prevent foreclosure on their homes.
- DSHA manages the program with \$170,000 in funds provided by United Way and the City of Wilmington.
- Grants are available up to \$3,000 maximum.
- Program is needed as Wilmington has been very aggressive in their foreclosures.

NSP II

- DSHA received \$10 million and the deadline for DSHA to spend 50% of the funds is February 11th.
- Approximately 59% spent to date.
- All jurisdictions, especially New Castle County, have performed well.

COMMITTEE REPORTS

LOAN REVIEW

Mr. Leahy reported the committee met on February 2nd and reviewed two requests for funding. It is the recommendation of the committee, after due discussion, that the following requests be considered by the Council:

- Dunbarton Oaks III – Mr. White moved that Resolution No. 442 be approved. Mr. Peters seconded the motion which was unanimously passed.
- North Lake Village – Mr. White moved, and Mr. Peters seconded, that Resolution No. 443 be approved. The motion passed with a vote of six yes votes and Ms. Batchelor, Mr. Huxtable, and Ms. Louder abstaining.

OPERATIONS

Ms. Louder had no report at this time.

HOUSING POLICY

Ms. Sokolowski reported:

- The committee, after meeting with DSHA staff, now has a good understanding of the HDF process.
- Attention will be paid to the number of Housing Development Fund (HDF) and State Rental Assistance Program (SRAP) requests received to determine if funding set-asides need to be re-allocated.

COMMUNICATIONS

Ms. Zumsteg thanked Mr. Peters for preparing her recent presentation to the JFC.

STRATEGIC PLANNING

Larry Trunfio, who will be the facilitator at the February 28th strategic planning meeting, presented a list of questions to determine topics for the meeting's agenda. The questions and some of the answers were:

- 1) What is the purpose of the Council?
 - a. Oversight and advocacy for affordable housing in Delaware.
 - b. Oversight of the process of reviewing and funding requests.
 - c. Advise the Governor, Housing Director, and Members of the General Assembly regarding affordable housing.
 - d. Prepare annual report to the Governor.
 - e. Identify and recommend skill sets for future members.
 - f. Acquaint citizens with DSHA.
 - g. Actively seek opinions from other groups and jurisdictions.
 - h. Guidance on the use of the HDF.
 - i. Input to DSHA as to how they work and what groups of people should be targeted.
 - j. Continued education as to the needs of the population.
- 2) Why have the retreat at this time?
 - a. It has been over two years since the last retreat.
 - b. Make sure Council is working well with DSHA and its goals.
 - c. Review Council's overall purpose and objectives , especially for newer members.
 - d. Evaluate the committee structure as established at the last strategic planning meeting in 2009.
 - e. Need to clarify some practices and policies and their limitations.
 - f. Continue to learn to be as effective as possible.
 - g. Review Council's strengths, weaknesses, and threats.
 - h. Anticipate the economic recovery and potential needs.
 - i. Review new members' orientation.

- 3) What specific outcomes are expected?
- a. A report.
 - b. List of discussions.
 - c. Identify, and establish a calendar for, goals to be achieved.
 - d. Create a mission statement.

Mr. Trunfio will email a draft agenda and pre-meeting questions and items to review before the meeting. Mr. Heckles will send the 2009 Strategic Planning Report and committee charges to Council for their review also before the meeting. This will be a public meeting but guests will not be invited to give comments.

OLD/NEW BUSINESS

The recent death of Doris Schnider, former president of the Delaware Community Investment Corporation and a friend of many Council members, was announced.

SCHEDULING OF NEXT MEETING

The next meeting will be held on March 14, 2012, at 2:00 p.m. in the Community Building at Huling Cove, 1140 Savannah Road, Lewes, DE.

ADJOURNMENT

Upon motion made by Mr. Leahy the meeting was adjourned at 4:07 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as "attached" in these Minutes are available upon request.